

Travel file

OGC Has Reviewed

11 January 1968

MEMORANDUM FOR: Mr. [REDACTED]

STATINTL

SUBJECT: Annual Leave in Conjunction With Home Leave

STATINTL

Home leave may be taken in accordance with the provisions of [REDACTED] Provisions for home leave travel are found [REDACTED] and state that travel may be authorized when travel plans provide for a minimum of 20 workdays of leave or leave and temporary duty. Normally, the time authorized for travel, consultation, and leave between assignments will be 60 calendar days. This means that once 20 workdays of home leave are taken, an additional amount of annual leave may be used to allow one to remain on leave status, including travel, a maximum of 60 calendar days. Any exception exceeding the 60 calendar day limit would have to be approved according to [REDACTED]

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[REDACTED]
Office of General Counsel

Note:

This memorandum was prepared in response to my question whether an employee could exercise his entitlement to home leave by saving accrued home leave and using annual leave to avoid forfeiture of the latter. The above statement and oral conversation with Mr. [REDACTED] clearly affirms that this can be done as long as a minimum of 20 days accrued home leave is used. AEX/OP advised.

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